

**Union County Workforce Development Board
Adult Education and Literacy Committee
Union County Administration Building
Large Conference Room, 4th Floor
JULY 29, 2016 AT 9:15AM**

Present

Julio Sabater, Chairman, Adult Education and Literacy Committee, Workforce Advantage
Shirley Hollie-Davis, Union County College
Marlene Loff, Union County College
Jean Koszulinski, Union County Workforce Operations
Elizabeth Paskewich, Workforce Development Board
Antonio Rivera, Workforce Development Board
Pamela Capaci, Prevention Links
Anna Belin-Pyles, Plainfield Board of Education

Summary of Meeting Discussion

Chairman Julio Sabater welcomed everyone to the Adult Education and Literacy Committee meeting. Chairman Sabater invited all to introduce themselves and stated how excited he was about the day's business, a discussion by the Title II ABLE Plus Consortium and its successes. Chairman Sabater handed the floor to Mrs. Shirley Hollie-Davis.

Mrs. Shirley Hollie-Davis began by thanking her colleagues for their collaboration with the college and for helping to build a very successful program model.

- The purpose of this WIOA Title II funding is *to provide adult education and literacy services to assist adults to become literate and obtain the knowledge and skills necessary of employment and self-sufficiency; to assist*

adults who are parents to obtain the skills necessary to become partners in the education of their children; and assist adults in the completion of a secondary school education.

- The Consortium for **ABLE PLUS** consists of the Union County One-Stop System/Workforce Development Board, four **core** service-providing partners, and a network of supportive service-providers who will contribute referrals, outreach, and support for special populations in addition to other needed support services such as child care and transportation. The **ABLE PLUS** Consortium core service-providers are:

- Union County College
- Urban Workforce Advantage
- Elizabeth Board of Education
- Literacy NJ Union County Program

- The supporting partners include but are not limited to:

- Union County Workforce Development Board
- Union County One Stop Career Centers - Workforce Learning Links
- Union County Vocational Technical Schools
- Jefferson Park Ministries
- Community Coordinated Child Care of Union County (4Cs)
- Community Access
- Union County Division of Vocational Rehabilitation
- Catholic Community Services
- PROCEED, Inc.
- Local Labor Unions (i.e. Welding Manufacturing, Health Care)

- The Union County One Stop Workforce Learning Link, the Linden and Elizabeth Boards of Education, Literacy New Jersey Union County Program, Urban Workforce Advantage and Union County College, as lead agency of the ABLE PLUS Consortium, has implemented a referral process which enables the Consortium and the Workforce Learning Link to provide all levels of basic skills and GED preparation educational services to the eligible participants.

- The ABLE PLUS Consortium provides the needed educational skills that will allow eligible Workforce Learning Link participants to prepare for the GED Exam and/or support the development of their basic skills so they are more competitive in the workforce on completion of their program. The Consortium is responsible for serving Union County and area residents by providing them with educational services that will allow them to develop English proficiency, Adult Basic Skills or to prepare them for the GED Exam and the US Citizenship Exam.

- The aim of the Union County Consortium continues to be to meet or surpass the goals outlined by the State Department of Labor and Workforce Development. The Consortium will continue to adhere to the Standards set by the National Reporting System and will enter all client educational data into the State LACES MIS system. Additionally, the Consortium will continue to

incorporate Common Core Standards to better prepare students for the HSE exam, for post-secondary education, employment retention and finding new jobs.

- The Consortium has made the adjustments to move successfully to WIOA (Workforce Innovation Opportunity Act) by creating career pathways and developing stackable credentialing that will support individuals who work and continue their education. The Consortium continues to strengthen its relationship with the Workforce Development Board, the Union County One-Stop and additional Union County College departments to better access additional resources and to create and implement career pathways that are viable and sustainable.

- The four Consortium partners intend to implement educational activities at locations throughout the County of Union, including sites in Elizabeth, Plainfield, and all 22 of Union County's public libraries through an array of schedules. With such an extensive network of locations and variety of schedules, access will be assured for each individual in need of these educational services. In addition, the **ABLE PLUS** Consortium has solidified its assessment and referral processes with the Union County One Stop Career Centers in both Plainfield and Elizabeth to insure residents throughout the County will be provided HSE preparation services.

➤ Union County College continues to be a full partner of the Workforce Innovation Business Center and as One Stop Partners, Union County College and the Consortium continue to benefit from the long history of collaboration with the Union County One Stop Career Center (OSCC) system. Participants close to being ready to take their HSE can be recruited from the OSCC Workforce Learning Links, from the partners and from local community-based and faith-based organizations. A One Stop representative has been assigned to attend all grant development meetings and all ABLE PLUS Consortium Monthly Meetings in order to maintain the strong linkage and collaboration between the OSCC, WDB and Consortium partners. The significant responsibilities of the partnership between the Consortium and the OSCC support the assessment and referral process for the One Stop Career Center and the ABLE PLUS Consortium. The referral process elements are:

- **The Union County One Stop Career Center** will refer to **ABLE PLUS** Consortium from the **Workforce Learning Links Centers** eligible participants who score below 4th grade reading level and participants who want HSE preparation and have taken the Official HSE practice test and scored 8.9 and above on the Test of Adult Basic Education (TABE).
- **The ABLE PLUS Consortium** will refer students eligible for **One Stop Career Center** services who

score between 5.0 and 8.0 on the TABE for pre HSE preparation educational services.

- **Referral forms** will provide TABE scores and educational recommendations for each participant.
- **ABLE PLUS** students will also be included in all OSCC educational and job related activities (i.e. job fairs, college fairs, positive recruitments).

Anna Belin-Pyles requested additional detail on the working relationship between the Title II Consortium partners and the One Stop Career Center and what would be the recruitment efforts at both ends of Union County, meaning Plainfield and Elizabeth.

Julio Sabater addressed the committee by stating that the consortium team reflected the cultural identity of the community and that the consortium was very sensitive about recruiting equitably within the respective targets cities and will ensure to spread its resources as evenly as possible throughout the county.

Shirley Hollie-Davis reminded the committee that Union County College is an established and respected institution in Plainfield, Elizabeth, and in the rest of the county.

Jean Koszulinski stated that the county's policy is clearly geared towards affirming a fair distribution of state and federal dollars throughout Union County.

Julio Sabater, Chairman of the Adult Education and Literacy Committee, thanked Shirlye-Hollie Davis for representing the **ABLE PLUS** Consortium very well and then adjourned the meeting at 10:15am.